

CHECK SHEET FOR WI FINAL SUBDIVISION PLATS

(This form is NOT the statute. It is a guide to the statute)

SURVEYING REQUIREMENTS

s. 236.15 (1) MONUMENTS [show outside diameter of pipes]

- _____ (a) External boundaries of subdivision shall be monumented by: 2.375" O.D x 18" iron pipes or permitted equivalents with a minimum weight of 3.65 lbs./lin. ft.
-Monuments are required at all corners, the ends of curves, at a point where a curve changes its radius, at all angle points of the boundary line and at all angle points along a meander line.
-Monuments set along meander lines must be set back 20' or more from the top of bank or ordinary high water mark.
- _____ (b) Internal boundaries, shall be monumented by: 2.375" O.D. x 18" iron pipes or permitted equivalents with a minimum weight of 3.65 lbs./lin. ft.
-Monuments are required at all block corners, the end of curves, at a point where a curve changes its radius and at all angle points.
- _____ (c) Lot, outlot, park and public dedication corners shall be monumented by: 1" O.D. x 18" iron pipe or permitted equivalents with a minimum weight of 1.13 lbs./lin.ft.
- _____ (d) Lot, outlot, park and public dedication meander corners shall be monumented by: 1" O.D. x 18" iron pipe or permitted equivalents with a minimum weight of 1.13 lbs./lin.ft.
-Monuments must be set back 20' or more from the top of bank or ordinary high water mark.
- _____ (f) In lieu of par. (c) and (d), any durable metal, stone or concrete monuments may be used if they are uniform throughout the plat and have a permanent magnet embedded near top of the monument.
- _____ (g) Plat Review may make other reasonable monumentation requirements to accommodate unusual circumstances.
- _____ (h) The primary approving authority may temporarily waive placing of interior monuments under par. (b), (c), and (d). A surety bond will be required.

s. 236.15 (2) ACCURACY OF SURVEY

- _____ The plat may be rejected if the ratio of error in latitude and departure closure of any part of the survey exceeds $1/3000'$.
-The survey shall be performed by a Wisconsin Registered Land Surveyor.

s. 236.16 LAYOUT REQUIREMENTS

_____ (1) MINIMUM LOT WIDTH AND AREA

- In counties of **40,000 or more**, lots shall have a min. average width of 50' and a min. area of 6,000 sq. ft.
- In counties of **less than 40,000** lots shall have a min. average width of 60' and a min. area of 7,200 sq. ft.
- Lot width and area may be reduced by subdivision control ordinance under s.236.45 if lots are served by public sewers.

_____ (2) MINIMUM STREET WIDTH

- If the width is specified on Master Plan or Official Map, the streets must be the width specified in the map or plan.
- If there is no Official Map or Master Plan, the streets must be at least as great as existing streets but no less than 60' wide unless permitted by local ordinance.
- Town road widths shall comply with minimum standards prescribed by s. 86.26.
- Frontage and service roads not less than 49.5' in width.

____ (3) **LAKE OR STREAM SHORE PLATS.**

-A 60' wide public access is required at 1/2 mile intervals, as measured along shore, for navigable lakes and streams. The public access must be to the low water mark and connected to a public road.

-All subdivisions abutting a navigable lake or stream must provide public access except, where such access already exists or where greater intervals and wider access is agreed upon by the DNR and Plat Review.

-Public access can only be vacated by circuit court action and DNR approval. (see s. 80.41).

____ (4) **LAKE OR STREAM SHORE PLATS.**

-If the subdivider has any interest in the land between the meander line and the water's edge or in other unplattable lands between the subdivision and the water's edge, they must be included in the plat.

s. 236.20 (1) GENERAL REQUIREMENTS

- ____ (a) Plats shall be prepared with a 1 1/2" binding margin on left side and 1" margins on other sides.
____ Plats will be drawn at a graphic scale not over 100' to 1" on each sheet showing layout features. A scale waiver may be requested.
____ All sheets must be numbered as sheet ____ of ____ sheets, if more than one sheet.
____ The subdivision and county name must appear on each sheet.

- ____ (b) For s. 236.12 (6) processing (original submittal process), the recordable document shall be muslin-backed white paper, 22" wide x 30" long, with a nonfading black image.

- ____ (c) For s. 236.12 (2) processing (print submittal process), the original is any material capable of clearly legible reproduction. The recordable document is 22" wide x 30" long photographic silver haloid image reproduction on 4 mil double matte polyester film.

s. 236.20 (2) MAP AND ENGINEERING INFORMATION

There following information must be shown:

- ____ (a) All exterior boundaries.
____ (b) All monuments, corners and other points established in the field (Lot, outlot and meander corners need not be shown).
-A description of the monuments, including the kind of metal, the diameter, length and weight per linear foot.
____ (c) The exact length and bearing of all exterior blocks, public grounds, streets, alleys, and lot lines (except where parallel).
-Easements by center line distance and bearing and widths, or by widths when parallel to other survey lines.
-Previously recorded bearings and lengths shown "Recorded as _____≅."
____ (d) Blocks, if designated, must be consecutively numbered or lettered in alphabetical order.
____ (e) Lots and outlots in each block must be consecutively numbered.
____ (f) The Exact width of all easements, streets, alleys.
____ (g) Lengths and bearings of all meander lines, with distances between intersections of meander lines and lot lines and ordinary high water mark.
____ (h) The center line of all streets included within the plat.
____ (i) The North point properly located, referenced to an identifiable direction and related to boundary line of quarter section, government lot, private claim or federal reservation in which plat lies.
____ (j) The lot or outlot area in square feet.

- ___ (k) **CURVES**
 - Main chords drawn as dotted or dashed lines.
 - Both tangent bearings shown.
 - Arc length, chord bearing and length, radius, and central angle shown for main and sub curves.
 - A circular curve with a radius less than 30', must be tangent to street right-of-way lines. The radius and tangent length is the only curve data required.
- ___ (l) Strict compliance with the requirements of this section may be waived by Plat Review for plats and CSMs.

s. 236.20 (3) SUBDIVISION NAME IN PROMINENT LETTERS, NOT A DUPLICATE WITHIN COUNTY OR MUNICIPALITY

- ___ (a) Immediately under the plat name, show government lot, recorded private claim, 1/4 - 1/4 section, section, township, range and county.
- ___ (b) Tie by lengths and bearings to boundary line of 1/4 section, P.C., Federal Reservation in which subdivision lies; and description of monuments at ends of the line; and bearing and distance between those monuments.
- ___ (c) Small drawing showing section or a government subdivision of section in which subdivision lies, oriented same as main drawing. Plat Review may grant variance if relationship of subdivision to existing streets shown.
- ___ (d) Names of adjoining streets, state highways, subdivisions drawn in their proper location, underscored by dotted/dashed lines.
- ___ (e) Abutting street and state highway right-of-way widths and boundaries drawn with dotted or dashed lines and in their proper location.

s. 236.20 (4) ROADS AND PUBLIC SPACES

- ___ (a) The name of each road and street in plat.
- ___ (b) Lands dedicated to public marked "Dedicated to Public" (except roads and streets).
- ___ (c) Mark clearly all roads not dedicated to the public "Private road", "private Street", or "Private Way".
- ___ (d) Each lot must have access to a public street, unless otherwise provided by local ordinance.

s. 236.20 (5) SITE CONDITIONS AND TOPOGRAPHY

- ___ (a) All existing buildings must be shown.
- ___ (b) Show all watercourses, drainage ditches, other pertinent features.
- ___ (c) Water elevations of adjoining lakes or streams at date of survey, approximate high and low water elevations must be shown and referenced to permanently established datum plane.

s. 236.21 (1) SURVEYOR'S CERTIFICATE:

The Surveyor's Certificate must state:

- ___ (a) Who directed the surveyor to make the survey, subdivision and plat.
- ___ (b) A clear, concise description, by government lot, recorded private claim, 1/4 - 1/4 section, section, township, range and county. A metes and bounds description is required, commencing with a corner of the 1/4 section (not center of section), recorded P.C., or Federal Reservation in which the subdivision lies.
- ___ (c) That the plat is a correct representation of all the exterior boundaries of the land surveyed and the subdivision of it.
- ___ (d) That the surveyor has fully complied with the provisions of Chapter 236.

SURVEYOR'S CERTIFICATE (The certificate must be:)

___ Signed ___ Registration Number
___ Dated ___ Sealed

s. 236.21 (2) OWNER'S CERTIFICATE

The certificate must be in the following form: "As owner, I hereby certify that I caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on the plat. I also certify that this plat is required by s. 236.10 or s. 236.12 to be submitted to the following for approval or objection: (list governing bodies required to approve or allowed to object to this plat)."
-The certificate shall be notarized in accordance with s. 706.07.

s. 236.21 (2) (a) EXTRATERRITORIAL PLAT APPROVAL JURISDICTION

_____ (a) If the city or village has enacted an official map ordinance or subdivision control ordinance, the city or village has extraterritorial plat approval jurisdiction over the subdivision and the approval certificate must be placed on the plat drawing.

s. 236.21 (3) MUNICIPAL AND COUNTY TREASURER'S CERTIFICATES

_____ The Treasurer's Certificates are in the required form. Municipal _____ County _____

APPROVAL CERTIFICATES

_____ The Approval Certificates are in the required form. Town & County _____ Village/City _____

_____ **SPACE FOR CERTIFICATION STAMP**